

# Cheveley Parish Council

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**Chairman: Mrs Sallie Thomas. Vice-Chair: Mr James Hadlow. Clerk: Mrs Marilyn Strand.**

## MINUTES

Cheveley Parish Council Full Council Meeting on

**Tuesday 10<sup>th</sup> August 2021 at 7.30pm**

held at Cheveley Parish Hall, 102 High Street.

**Present:** Alison Day, Richard Fullerton, Jane Gibson, Sheila Marvin, Brent Noble, Sallie Thomas (Chairman) and Robert Treanor. Clerk: Mrs Marilyn Strand.

County & District Councillor Alan Sharp was also in attendance.

There were 4 members of the public present.

The meeting was opened at 7:30pm.

### **40/21/22 Apologies and approvals for absence**

Cllr Hadlow (work commitments).

### **41/21/22 Declarations of Pecuniary and Non-Pecuniary Interests**

Cllr Marvin declared a non-pecuniary interest in item 46/21/22(e) – Planning Matters, 57a High Street (lives nearby). Cllr Treanor declared a non-pecuniary interest in item 49/21/22(c) – Local Highways Initiative application (lives nearby).

### **42/21/22 Open Forum for Public Participation (10 mins)**

Two residents had attended the meeting to address Councillors on the planning application at Wallhouse Stud (Item 46/21/22 (a)). Their objections to the application include:

- Increased vehicle movements on a shared drive with access out onto the Newmarket Road where there is a traffic calming chicane and a slight bend;
- an increase in noise, smells and pests associated with stabling horses;
- situated too close to neighbouring properties;
- the application itself is poor and lacks supporting information and the location plan is inaccurate and does not show the close proximity of neighbouring properties to the proposed site.

### **43/21/22 Approval of the Minutes of the meeting held on 13<sup>th</sup> July 2021.**

The minutes of the meeting held on 13<sup>th</sup> July were approved as a true record and signed by the Chairman.

### **44/21/22 Matters Arising including reports from the Clerk, Councillors and volunteers (for information only)**

(a) To note report from the Clerk (written) of work in progress and actions completed – NOTED as follows: -

1. The summer newsletter was distributed on Sunday 25<sup>th</sup> July.
2. A public local inquiry will be held re: Weatherby Crossing and the proposal to modify the Definitive Map & Statement for the Parish of Newmarket, due to objections/representations received in relation to the proposal.
3. Parish Hall: -
  - P&B Flooring laid coir matting in the porch of the High Street front door, and replaced the metal strip between the front room and the reception area.
  - Quotations for window coverings are in the process of being obtained. UPDATE: one quotation has been obtained from Sunrise Blinds and two other companies have made appointments to quote.
  - DB Security Services will complete all work before the opening day, including the Wi-Fi system and main door automation.
  - The boiler servicing contract with SS Motors has been applied for.
  - Tony Poole's plumber fixed the small leak in the radiator in the front room.
  - The handyman will fit the external post box at the Parish Hall within the next couple of weeks. UPDATE: the post box has been kindly put up by Nu-Plan and the Clerk will now begin the process of changing the PC's address on all correspondence.

Signed: Approved and signed by the Chairman Dated: 14<sup>th</sup> September 2021

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- A thank you letter has been sent to Juddmonte for their kind donation towards the Parish Hall refurbishment.
- The Business Rates team was emailed on 18<sup>th</sup> June to notify them that most of the refurbishment has now been completed. Assessment for Business Rates is now awaited.
- 650 litres of heating oil was delivered on 30<sup>th</sup> July and the tank is now full.
- McGregor Services will spray the car park week ending 8<sup>th</sup> August.

Other matters reported at the meeting: -

- The lock on the High Street front door of the Parish Hall has been changed and keys provided – cost £40.00.
- PC debit card – two options are available and a report on the cost and benefits of each will be available at the September meeting for a decision.
- Cllr Treanor will liaise with community groups regarding an event for HM The Queen's Platinum Jubilee in 2022.

#### 45/21/22 Reports from District and County Councillors (Verbal).

District & County Cllr Alan Sharp reported the following: -

- The appeal against the refusal of planning permission at 15 High Street for the erection of a single garage and double car port had been dismissed by the Inspector.
- ECDC has agreed with the proposals put forward by the Boundary Commission to equalise the number of voters in all 650 constituencies across the country. This means that South East Cambridgeshire will now include the whole of East Cambs plus Milton and Waterbeach.
- Sunnica solar farm – this application will be determined by Central Government. Both South East Cambridgeshire and West Suffolk MPs oppose it and there is no local support for the scheme.
- Work to deliver the CAM (Cambridgeshire Autonomous Metro) has been suspended following the May elections for the Combined Authority for Cambridgeshire & Peterborough.

#### 46/21/22 Planning Matters

(a) 21/00930/FUL Wallhouse Stud, 41 Newmarket Road – additional stables and staff accommodation. Amendment also received – additional information includes Planning Statement – NOTED. It was unanimously AGREED to object to this application for the following reasons: -

- Proximity to residential properties – the location plan misrepresents the distance from the proposed stables to neighbouring properties.
- Loss of residential amenity of the two neighbouring properties including pests, noise, machinery and lighting. Stable yards operate around the clock and will typically be making noise in the early hours of the morning close to neighbouring properties.
- Smells, fumes and potential allergens emitted from the stables.
- Loss of privacy for the two neighbouring properties and overlooking for at least four properties facing the site on Newmarket Road when the trees have lost their leaves in autumn/winter.
- The proposal is outside the development envelope and the stud has not shown a need for extra employee accommodation.
- Highways issues – increased vehicle movements from a dangerous access onto a busy road. The driveway is shared with no. 33 Newmarket Road and is in close proximity to the traffic calming area and on a slight bend.
- Risk of flooding – flooding is a recurring issue on Newmarket Road at this location and an increase in hard surfaces on the proposed development will exacerbate this problem due to water run-off.
- Effect on trees and biodiversity – the proposal is too close to mature trees and may damage their roots.

District Cllr Alan Sharp will call in this application for consideration by ECDC's Planning Committee if the planning officer looks set to approve it.

(b) 20/01541/FUL Glebe Stud, Park Road – demolition of stud worker's detached dwelling and construction of replacement detached owner's dwelling. AMENDMENT: - reduced height of proposed dwelling; reduced floor area; garage to car port. FOR INFORMATION ONLY – NOTED.

(c) 21/01055/RMM Home Office Bungalows, Little Green – reserved matters for Appearance, Landscaping, Layout and Scale of previously approved 19/00767/OUM for the outline planning application for residential development for up to 22 dwellings following demolition of 6 bungalows, with all matters reserved except access – NOTED with the following comments: -

Cheveley PC objects to this application for the following reasons: -

- The density and scale of the proposed dwellings has increased from the outline planning application. The site is at a prominent gateway location in the village and the proposed dwellings

will dominate the street scene, damaging the character and appearance of the village. In addition, the proposed terraced housing will be imposing in this location. The design of the terraces should reflect the style of Victorian terraced housing elsewhere in the village.

- Loss of privacy for the owners of no. 7 which is a bungalow. The proposal surrounds the existing dwelling with two-storey homes which will almost certainly lead to an unacceptable loss of privacy.
- Risk of flooding – the attenuation area originally planned in the outline application has been removed. The change in housing type and density will result in more impermeable surfaces, so leading to a greater risk of flooding. There are already flooding issues in this area on Oak Lane between Hobbs Warren and the proposed development. Adequate measures need to be taken to mitigate this risk but this has not been addressed by the applicant.
- We would like assurance that the hedge between the proposed development and Oak Lane be retained or replaced to enhance the visual appearance of the area, whilst also improving biodiversity.

- (d) 21/01063/FUL Brook House, 3 Star & Garter Lane – rear single-storey extension following removal of conservatory – NOTED with no comments.
- (e) 21/00940/VAR 57a High Street – to vary Condition 1 (Approved Plans) of previously approved 18/00223/VAR for erection of 4-bedroom chalet bungalow, double garage and associated works – NOTED with the following comments: -  
Cheveley PC objects to this application for the following reasons: -
- Neighbouring property owners are experiencing a severe loss of amenity due to the noise produced by vehicles on the shingle driveway which is in constant use day and night. They are unable to use their gardens in peace or keep their windows open due to the noise level of vehicles travelling over the shingle at regular intervals.
  - Cheveley PC supports the neighbour's objections that no unbound material should be used on the access road or driveway as per the planning officer's recommendations, and as per the permission granted to the original proposal (18/00223/VAR). We therefore ask that for an outright refusal of permission for this application.
- (f) 21/01087/FUL 171 High Street – proposed alterations and extensions and improvements to access – NOTED with no comments.
- (g) 21/01112/FUL 95 Duchess Drive, Newmarket – new build 4-bedroom house with double garage and garden, access from Meadow Lane – NOTED with the following comments: -  
Cheveley PC objects to this application for the following reasons: -
- The proposed dwelling is not on Duchess Drive but on Meadow Lane. The access from Meadow Lane is via a public footpath meant for pedestrians not vehicles and which exits onto Duchess Drive in a dangerous location. The Parish Council concurs with the objections of CCC Highways lodged on 13<sup>th</sup> August 2021.
- (h) TPO/E/04/21 84 Centre Drive, Newmarket – tree preservation order made on T1: Walnut – NOTED with no comments.
- (i) Update on Neighbourhood Plan – Cllr Day had given an update report to Councillors ahead of the meeting and this was NOTED. It is hoped that consultation will begin at the end of September.
- (j) Report on ECDC planning decisions & Tree Works Applications – NOTED.

**47/21/22 Finance – Payments for agreement this month – AGREED.**

(a)	Ref:	Payee/Item	Chq. No.	Total	Excl. VAT
	(1)	Twin Dots – website support Aug 21	DD	£50.40	£42.00
	(2)	Staff costs Jul 21	SO	£1,535.23	
	(3)	Clerk expenses Jul 21	BACs	£34.65	
	(4)	Eon street lighting Jul 21	DD	£40.49	£38.56
	(5)	McGregor Services – Jul 21	BACs	£1,113.60	£928.00
	(6)	ECDC play area inspection – Jul 21	DD	£30.00	£25.00
	(7)	Green Cloud Hosting – Aug 21	DD	£47.88	£39.90
	(8)	MHH – payroll services Jul 21	DD	£28.80	£24.00
	(9)	Wave – water Apr-Jun 21	DD	£10.98	
	(10)	BT Tel/broadband (office) Jul-Oct 21	DD	£72.39	
	(11)	SSE electric (Parish Hall) Jul 21	DD	£34.78	£33.13

(12)	BT Tel/broadband (Parish Hall)	BACs	£55.64	
(13)	CAPALC – Code of Conduct Training	BACs	£80.00	
(14)	CAPALC – Annual conference	FREE	-	
(15)	CCC – LHI scheme North Ward	BACs	£19,494.76	
(16)	Cartridge Save (printer ink)	BACs	£68.30	£56.92
(17)	New Print Ltd (newsletter)	BACs	£135.65	
(18)	D2D Distribution (newsletter)	BACs	£306.00	£255.00
(19)	Ben Parkin Plumbing & Heating PAID	BACs	£600.00	
(20)	Roger Hyde Ltd (floor sand/seal) PAID	BACs	£898.20	£748.50
(21)	P&B Flooring – doorway matting	BACs	£270.18	£225.15
(22)	PWLB lending facility – first payment	DD	£4,485.10	
	<b><u>Total payments for the month</u></b>		<b><u>£29,393.03</u></b>	

- (b) To note monies received: -
- HMRC – £8747.94 (Q1 VAT reclaim).
  - CCC - £473.83 (grass cutting contribution).
  - Juddmonte Stud - £2,000 (donation to Parish Hall project).
  - Ivett & Reed - £100 (memorial).
  - Clerk - £55 (SLCC Principal membership).

NOTED.

#### 48/21/22 Administration

- (a) Clerk's appraisal – Cllrs Day and Thomas will facilitate this in September.

#### 49/21/22 Community/Community Groups

- (a) Cheveley Parish Hall: -

Before moving to the first item, Cllr Marvin gave an update on the progress of works: -

- Electrical work has been completed and a faulty Residual Current Device (RCD) in the consumer unit had been replaced.
- All plumbing work has been completed.
- The kitchen is finished except for the painting.
- The external stop-cock has been located by Anglian Water so a meter can now be fitted. However, the cost of moving the stop-cock to a more suitable location will be investigated.
- A quotation for isolator valves on the taps in the toilets will be obtained.
- Nu-Plan had kindly re-hung the fire door following its removal when the vinyl was laid in the kitchen.
- Storage cupboards for the garden room – a quotation had been received from Nu-Plan for £3,925. Quotations will be considered at a future meeting.
- External post box – it was agreed that the Clerk and Mr Philip Nutt would have keys for this.
- The tanker driver from SS Motors is authorised to have keys that open the oil tank and so no one has to be on site when deliveries arrive.
- Grounds maintenance – Cllr Marvin and Mr Nutt will make a start weeding the car park and clearing the brambles.

A vote of thanks was agreed for Nu-Plan for all their additional help with various tasks.

Several Councillors thanked Cllr Marvin for all her work at the Hall. Both Cllr Marvin and Cllr Gibson were thanked for their work on the kitchen and several Councillors said how pleased they are with it.

1. Update on retaining wall quotations – despite several attempts to contact Gawn Associates over a long period of time, no reply had been received. It was therefore agreed that another structural engineer would be approached to seek advice and obtain drawings so that quotations for the work could be procured.
2. Update on High Street front door matting – cost £225.15 +VAT (quotation accepted under delegated powers) – NOTED.
3. To consider proposal for the Opening Day (Sunday 5<sup>th</sup> September) and to agree website and Facebook texts for promoting the event – AGREED. Local groups and organisations will be invited to have a table on the day to showcase their group or activity so that residents can see what is on offer in the parish. Teas and coffees will be served and an ice-cream van has been booked for the afternoon. The Parochial Church Council had kindly offered to make the teas and coffees. The event will be advertised in the Newmarket Journal (possibly as an advertisement feature or article which would save on the cost of advertising) and also in The Link. A flyer will be produced and distributed and the cost of this will be taken from the agreed marketing budget. The PC's

website and Facebook page will also be regularly updated with information about the event. An informal meeting will be held next week to discuss the opening day in more detail.

4. Covid-19 guidance for Hall users – Mr Philip Nutt – AGREED. Councillors thanked Mr Nutt for his work on this.
5. Renewal of car park lease – the lease expires in August 2022. Any change to the lease must be notified to the leaseholder at least 6 months before it expires and it was therefore agreed that a decision on this would be made at the September meeting at the latest.
6. To consider part-time employee or self-employed person to oversee locking/unlocking for bookings and general maintenance and cleaning before and after booking – this will be discussed at the informal meeting and considered at the next PC meeting.
7. Management Team & resignation of Rowena Berridge – NOTED. Councillors thanked Rowena for all the work she had done whilst on the Team. The Terms of Reference of the Team and recruiting more volunteers will be discussed at the next meeting.
8. ECDC Community Grant – not applicable to local authorities.

- (b) Speed reduction measures – proposal to reallocate Earmarked Reserves – Cllr Day: this item was deferred to a future meeting to coincide with discussing the PC's budget for 2022-23.
- (c) Local Highways Initiative application (deadline 22<sup>nd</sup> September 2021) – Cllr Treanor proposed to submit the same application as last year for speed reduction measures on Oak Lane and this was agreed. It was also AGREED to double the PC's contribution to the scheme to 20% of the overall cost which would be approximately £1,400. County Cllr Sharp said that he would write a letter in support of the application.
- (d) Bus, Cycling & Walking Routes Review – ECDC request for feedback: this item was deferred to a future meeting.
- (e) To consider request for donation to Rowan (adults with learning disabilities) – it was agreed not to give a donation.

#### **50/21/22 Cemetery Matters**

- (a) To consider quotation from Hermitage Memorials for urgent repair of memorial - £385.00: Cllr Thomas proposed to accept the quotation. Councillors voted 1 in favour and 3 against with 3 abstentions and the proposal was NOT CARRIED. It was agreed that, for safety reasons, the memorial should be laid down rather than repaired.

#### **51/21/22 Date of Next Meeting & Matters for Future Consideration.**

14<sup>th</sup> September.

Parish Hall – Laurel hedge.  
Footpaths.

The meeting was closed at 9:32pm.

Statutory powers relating to this month's payments:

- (1) LGA 1972, s.142.
- (2-3) LGA 1972, s.112.
- (4) Parish Councils Act 1957, s.3; Highways Act 1980, s.301.
- (5-6) Open Spaces Act 1906, ss.9-10 s.15; LGA 1972, s.214(6); Local Authorities' Cemeteries Order 1977.
- (7-14) LGA 1972, s.111.
- (15) Highways Act 1980, s.274A; Road Traffic Regulation Act 1984, s.72(1)
- (16) LGA 1972, s.111
- (17-18) LGA 1972, s.142
- (19-21) LGA 1972, s.133
- (22) Local Government Act 2003, Schedule 1, Paragraph 2